



MOSQUITO CONTROL DISTRICT

Board of Trustees Meeting Minutes

October 11, 2005 7:00 PM

Clark County Health Department
Environmental Public Health conference room
1950 Ft. Vancouver Way
Vancouver, WA

1.0 – OPENING OF MEETING

1.1 Call to order

1.2 Roll call

Members present: Linda Dietzman, Eric Aakko, Raul Moreno, Mark Rees, Roger Seekins – no quorum.

Others present: Randy Phillips, John Wiesman, Steve Kessler, Joanne Roberts

1.3 Review / approval of minutes – no quorum.

1.4 Review / approval of agenda – no quorum.

2.0 – RECOGNITION OF VISITORS

2.1 Introductions - There were no citizen visitors at the meeting

2.2 Citizen Comments

3.0 – CONTINUING BUSINESS

3.1 New Building Update

Rob Barrentine

- now have all permitting;
- coordinating with Public Works to remove vehicles from the site;
- excavating equipment should be at site tomorrow;
- have not executed pre-construction meeting; expect to meet Friday of this week;
- the building is ordered – no confirmation date for arrival;
- projected to finish at the end of February;
- do not have engineering drawing from County as yet;

- concerned about utility hook-up – while the lease agreement states the District is responsible for utility hook-ups, there was a verbal agreement with the County; suggest we ask for an e-mail/letter from Carl Oman;
- Problem: Collins was quoted fee of \$1,200 by County, when the permit was picked up it was \$7,200; Collins accepting responsibility, Rob trying to get adjustment;
- We need to hire a testing agency to be on site the day of the pour; Steve will call for bids (between \$1,000 – \$2,000); contractor must notify agency.
- The County is now considering bringing in gas; price would change back to \$242; due to dollar amount, decision may be made by Administrator;
- An updated schedule will be available once we have a drop date for the building.

Q: What if there is a cost over run?

A: There is a small contingency amount for first level; second level will roll into next fiscal year.

3.2 Bylaws

- Drafting new bylaws is seen as “off season” work. Administration will suggest changes at the January 2006 meeting.
- Along with this, we must also develop personnel policies.

3.3 Commemorative Letter

Joanne will draft letter to Dean Lindgren and send to Linda for review.

4.0 - NEW BUSINESS

4.1 Personnel

John Wiesman

- 4.1.1 Personnel policies to be developed
- 4.1.2 Staff report regarding Personnel Proposal to adopt classification of seasonal employee with positions and steps was presented. The staff report will be brought back to the Board for a decision with a quorum present.

4.2 Anonymous service request calls

Steve Kessler

Steve presented the dilemma with anonymous calls involving neighborhood disputes. Concern was expressed that legitimate calls would be evaluated and treated. It was suggested that should such calls come in, a “drive by” would occur, and if a nuisance was sighted, the crew could do a “knock and check”.

4.3 Administrator Report

- 4.3.1 Jonnie Hyde, Public Health Services Manager in Environmental Health, will be assigned the role of lead administrator. She was not able to be present this evening as she is attending a statewide environmental health directors’ meeting;
- 4.3.2 Bylaws and personnel policies will be drafted.

Suggestion was made that at least one off-season meeting scheduled and then a Board meeting at the beginning, mid-way, and end of season to synchronize with the work season. This suggestion will be reviewed at the next meeting.

4.4 Update from Crew Chief

- 4.4.1 Data for the annual report has been collected and is in process;
- 4.4.2 1,434 acres received aerial treatment ;
- 4.4.3 28,673 catch basins were treated this season, compared to 14,000 last year.
- 4.4.4

4.5 Thank you

The last call of the season was a “thank you” from a satisfied resident.

4.6 West Nile Virus Prevention brochure

- 4.6.1 Packets of brochures were distributed to the first tier: medical clinics, veterinary offices and city councils;
- 4.6.2 Brochures were distributed to Board members.

5.0 – FINANCIAL REPORT

- 5.1 July through August 2005 expenditures were reviewed. No quorum was present to approve expenditures.

6.0 – NEXT MEETING PLANNING

- 6.1 Meeting date and time: to be determined by survey of Board to assure quorum for adoption of 2006 operating budget; proposing November 15 or 22.
- 6.2 Agenda
 - Public hearing: 2006 Operating Budget review and adoption
 - Board meeting schedule for 2006

Adjournment

The above business being concluded, meeting adjourned at 8:24pm.

Respectfully submitted,

Joanne Roberts, Recorder

John Wiesman, Administrator

Linda Dietzman, Secretary-Treasurer